



**LAC+USC MEDICAL CENTER
Transfer Opportunity Announcement
Clinic Administration - Registered Nurse II**

OUTPATIENT UTILIZATION REVIEW NURSE

Position: LAC+USC Medical Center- Clinic Administration is presently seeking a qualified Registered Nurse II to work as Outpatient Utilization Review Nurse to manage out of Network , out of County ER patients and post hospitalization patients for continuity of care and to transition patient to their Network for follow up in a safe manner.

Responsibilities include but are not limited to:

- Serves as resource person to clinic staff and provider in determining the necessity of out of plan patients to be seen in clinic and to submit override to Medical Director of Outpatient Specialty Care Service for approval as appropriate
- Interviews patients to provide counseling, to encourage and assist patient to seek care with their network provider.
- Using established criteria, performs concurrent review of medical records for patients to determine if documentation justifies transfer of care to LAC+ USC Health Plan if patient is eligible and interested.
- Reviews different Health Plans criteria, and coordinates with physicians, managed care plans and Patient Financial Services for all services rendered.
- Communicates with the patient's primary medical provider when documentation and medical necessity reviews determine a patient no longer meets criteria for continued visit.
- Reviews, initiates and works on the process of care for CCS Patients, Worker's Comp. patients with special needs like American Indians, trauma patients who are Out of County and/or patients admitted through the emergency room who would need follow up care in our Specialty Clinics.
- Interfaces with DHS and other Commercial Insurance Plans to obtain authorizations for care. Coordinates transitions/transfers to outside providers/facilities to ensure safe transition in a timely manner.

Desirable Qualifications:

- Three years of full-time experience at the level of the County classification Registered Nurse I.
- Recent experience in an Outpatient clinical setting
- Case Management or Utilization Review experience is highly desirable.

Candidates must currently be a permanent County of Los Angeles employee who hold the payroll title of Registered Nurse II to be considered for a lateral transfer or a reachable candidate on the DHS certification list to be considered for a promotion or as a new-hire.

Interested candidates should submit a brief letter of interest, a current resume, copy of their last two performance evaluations, and a copy of time records for the past 24 months to:

**Nurse Recruitment and Retention Center
1200 North State Street, Los Angeles, CA 90033
Inpatient Tower- Room C2C112
Telephone: (323) 409-4664 Fax: (323) 441- 8039**

